

3-12-1955

## Board of Trustees Minutes, March 12, 1955

Eastern Washington College of Education

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## MINUTES OF ANNUAL MEETING OF BOARD OF TRUSTEES ✓

Eastern Washington College of Education  
Davenport Hotel, Saturday, March 12, 1955

The Board of Trustees met in their annual business session at 1:30 p. m. in the Davenport Hotel, Spokane, on Saturday, March 12, 1955. The following members were present: Mr. J. Harold Anderson, Chairman, Mr. Charles A. Gonser and Mrs. Frank Laughbon, members; Dr. W. W. Force, secretary; and Dr. Don S. Patterson, president of the college. Mr. Anderson noted that Mrs. Laughbon's reappointment to membership on the Board for a six-year term had been confirmed by the Senate.

### MINUTES

The minutes for the meeting of January 14, 1955, were read and approved.

### BOND ISSUE FOR STUDENT UNION BUILDING

It was moved and seconded that Mr. Beardslee Merrill, representing the firms of Richards, Merrill and Peterson, Old National Bank Building, Spokane, Murphy Favre and Company, Inc., Spokane and Eastern Building, Spokane, Pacific Northwest, Inc., Paulsen Building, Spokane, and Paine-Rice and Company, Old National Bank Building, Spokane, be commissioned to handle the bond issue relative to the construction of a student union building, and that the chairman of the Board of Trustees be authorized to sign all papers and bonds in connection with the bond issue and the secretary of the Board be authorized to attest the signature of the chairman. Motion carried. This bond issue is not to exceed \$210,000. The terms of the employment of the bonding group are given on the attached agreement.

### NEW APPOINTMENTS

The following appointments were approved:

Betty Bowes, college nurse for two months, at \$250 per month, effective March 1, 1955

Herman Kruse, groundsman (replacement) at \$250 per month, effective March 1, 1955

Shirley Williams, clerk, business office, (replacement) at \$175 per month, effective March 14, 1955

Shirley Sherwood, assistant chasier on half-time, at \$92.50, effective March 28, 1955



Authorization was granted to the president to enter into an agreement with the Cheney School District to share the salary of a safety education instructor in an amount not to exceed \$2,000.

#### SUMMER SESSION STAFF

The Board approved the staff and salary schedule for the 1955 summer session as indicated on the attached list.

#### RESIGNATIONS

The following resignations were accepted as of the date indicated:

John Carrieres, painter journeyman, as of February 14  
Margaret Carrieres, clerk, Print Shop, as of February 14  
Joy Franklin, clerk, business office, as of March 16

#### LEAVES OF ABSENCE

The following leaves of absence were granted:

Continuation of leave for 1955-56 for Mr. Garland A. Haas, assistant professor of business education, to complete doctorate  
Maternity leave from April to September for Mrs. Woodville Hagelin, part-time dietician

Leave of absence for 1955-56 for Mr. Gerald Mercer, assistant professor, college elementary school, for graduate study

#### TRAVEL REQUEST

The Board approved the travel request for transportation only for Dr. Agnes Colton to attend a workshop on "Sub-freshman Composition" to be held in Chicago on March 24-26.

#### CONTINUATION OF EMPLOYMENT PAST RETIREMENT AGE

The Board approved the recommendations for employment for one year beyond retirement age for Miss Cecil Dryden, associate professor of history, and a second year beyond retirement age for Mrs. Louise Anderson, associate professor of home economics.

#### CHANGE IN TITLE

The Board approved a change in title for Dr. Wm. H. Drummond from Acting Head to Head of the Division of Education, Philosophy and Psychology.



**ADJUSTMENTS IN SALARY**

The Board approved adjustments in salary for the following maintenance and clerical employees in order to bring their salaries in line with proposed salary schedules, effective April 1, 1955:

Maintenance

Harry Huffman, painter, from \$225 to \$250  
James Blackshaw, janitor, from \$210 to \$225  
B. L. Frandsen, janitor, from \$220 to \$235  
Earl Merrick, fireman, from \$235 to \$260  
Delmer K. McConnell, fireman, from \$225 to \$250

Clerical

Ardeth Morris, clerk typist, from \$185 to \$195  
Phyllis Wright, junior secretary, from \$180 to \$185  
Jean Thornal, junior secretary, from \$185 to \$195  
Ann Tschirley, clerk, from \$160 to \$175  
Donna Mason, senior secretary, from \$250 to \$255

**EMPLOYMENT OF STAFF**

The Board approved the employment of the staff for 1955-56 as indicated on the attached sheets.

**PROMOTIONS IN RANK**

The Board approved the following promotions in rank, effective September, 1955:

**From Associate Professor to Professor:**

Wm. H. Drummond, Division of Education  
L. E. Patmore, Division of Education  
R. P. Whitfield, Division of Education  
Jack R. Leighton, Division of Physical Education & Health  
L. V. Grafious, Division of Language & Literature  
R. N. Lass, Division of Language & Literature

**From Assistant Professor to Associate Professor:**

Clara May Graybill, Division of Education  
B. T. Hallgrimson, Division of Music  
Harold K. Stevens, Division of Language & Literature  
Clara Kessler, Division of Language & Literature  
George Stahl, Division of Science & Mathematics



## JOB CLASSIFICATION AND SALARY SCHEDULE

The job classifications and salary schedules for the maintenance and clerical staffs were tabled until the next meeting, before which time the members of the Board will make a careful study of the analyses of the various jobs.

## NAMING OF WOMEN'S DORMITORY

It was moved and seconded that, in view of the long service and the universal respect of students who have attended Eastern Washington College of Education, and in view of the fact that Louise Anderson Hall was one of the choices of the students, it was voted that the new women's dormitory be named Louise Anderson Hall. The motion carried, with Mr. Anderson refraining from voting.

## MEMORIALS TO DR. KINGSTON AND DR. ISLE

It was moved and seconded that a study be made by the administration and that recommendations be made to the Board of Trustees for suitable honors for a permanent distinguished plaque and other distinguished memorials in honor of Dr. Kingston and Dr. Isle. Motion carried.

## BUILDING SERVICE EMPLOYEES UNION

Joseph B. Dunne, business representative of the Building Service Employees International Union, appeared before the Board and presented the attached letter. The request will receive further study by the Board.

## SUMMER MUSIC CAMP

It was moved and seconded that the Summer Music Camp be officially recognized and sponsored by the college and that an annual scholarship award of \$70 be approved and that the salary of Mr. B. T. Hallgrimson be paid for one month while conducting the camp and for his services in organizing the program.

## LETTER OF APPOINTMENT

The form of the "Letter of Appointment," copy of which is attached, was approved by the Board.



## INDUSTRIAL INSURANCE FOR MRS. GODWIN

The request from the State Industrial Commission that the college complete the employer's section of the accident report is to be referred to the attorney general's office by direction of the chairman of the Board.

## ATTORNEY GENERAL'S RULING ON LID PAYMENT

The attorney general ruled in regard to the payment of the local improvement district payment that there is no authority in law for the payment in advance of an assessment prior to the completion of the work contemplated. The matter was discussed by the attorney general's office with the director of the budget, who advised that if the improvement was to be paid out of capital outlay, it would be automatically reappropriated by the legislature. If the payment was contemplated out of operations and the work not completed prior to the end of the biennium, the amount would revert. In this event, it was suggested that the assessment be made from future capital outlay if the expenditure were such that it could be properly charged against this item. (See Don Eastvold letter in business office files)

## AUTHORIZATION FOR SIGNATURE

It was moved and seconded that Dr. Patterson be authorized to sign state vouchers for operations and salary and wages. Motion carried.

## INAUGURATION OF PRESIDENT

It was moved and seconded that the inauguration of the president be set for some time during the fall quarter and that the president of the faculty organization appoint proper committees to conduct the inauguration. Motion carried.

## SALARY FOR DR. R. W. LEIGHTON

The salary for Dr. R. W. Leighton, who substituted for Dr. Jack Leighton for three weeks, was approved at \$15 per day for fifteen days.

## DATES FOR ANNUAL MEETINGS

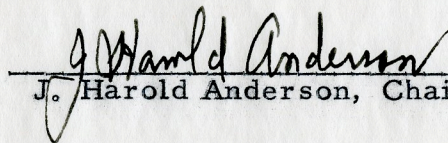
It was agreed that the Board should hold two annual meetings, one in March, at which time the faculty appointments will be considered, and one in September, when the school year commences.



## ADJOURNED

The meeting adjourned at 2:30 p. m. , with the next meeting set for Friday, April 15, at four o'clock in the president's home. The joint meeting of the boards of trustees of the three colleges will be on Saturday, April 16, in the president's office at the college in Cheney.

## APPROVED

  
J. Harold Anderson, Chairman

\_\_\_\_\_  
W. W. Force, Secretary



# **RICHARDS, MERRILL & PETERSON, INC.**

SUCCESSORS TO  
RICHARDS & BLUM, INC.

## **INVESTMENT BONDS & STOCKS**

OLD NATIONAL BANK BUILDING  
MADISON 1345

**SPOKANE 1**  
January 12, 1955

Mr. Don S. Patterson, President  
Eastern Washington College of Education  
Cheney, Washington

Dear Sir:

Re: Proposed Student Union Building

With reference to the possible financing and construction of the new Student Union Building on the campus of Eastern Washington College of Education at Cheney, the writer appreciated the opportunity of meeting you and of meeting with you and your comptroller and your student adviser yesterday. I felt that we fully covered all details concerning this project that have taken place in the past year since we were first called in to study the feasibility of such a project.

The number one detail, of course, was the favorable election held by your student body in which by approximately 85% it voted in favor of a Student Union Building and voted to accept an additional \$5 per quarter for financing part of the cost of a Student Union Building, said additional fee to begin as soon as construction could start. This action on the part of the student body complies, in our opinion, with the wishes of the trustees at their May, 1954, meeting in which they indicated that they must have a positive indication from the student body that they wanted such a building and were willing to pay for it.

The number two item of importance to date was the legal and financial study we made as to the general feasibility and type of setup necessary. This was discussed not only with you, but was discussed at the trustees' meeting in May above referred to; that is to the effect that the trustees must build this building and arrange for the financing and sign the bonds to provide the funds, as well as sign all other contracts, such as those with the architect, contractors, etc. The trustees in turn would lease the new building to the associated students of E. W. C. of E., an unincorporated and non-profit organization.

As a result of our studies we feel this project is financially feasible at a cost somewhere between \$250,000 and \$290,000 and, of course, the least figure would be the most acceptable. This cost must include construction costs, architect's fees, fiscal fee, and, for a safety factor, at least three months construction interest until such time as the books could be set up so that the students could begin paying the increased fee at the beginning of the first new quarter after such construction is started. These costs referred to do not include any equipment. It is our understanding the student body has been accumulating money for equipment for such a building and will have approximately \$40,000 in this fund by June, 1955.



To expedite matters for your trustees' meeting Friday and Saturday, January 14, and 15, inst. we recommend an outline of the following procedure if the trustees wish to continue the project from this point on:

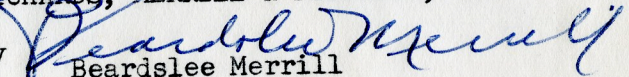
1. First, the trustees should pass a resolution employing a fiscal agent (The same group of people will gladly comprise the signers of the fiscal contract as in the last dormitory financing and will submit a contract at the trustees' request, which will provide for payment of a fee only if the project is completed with the possible exception of a few minor legal costs that they might incur.)
2. The trustees must hire an architect to draw plans sufficiently complete so that everyone will know just what the building will provide and the architect will be able to give close approximation of costs, so in turn the amount of the bond issue can be determined.
3. The trustees, after determining the estimated cost and amount of bond issue, should instruct the architect to call for bids on construction and authorize fiscal agents to proceed with calling for a public sale of the bonds. (The timing of the bond sale should be a day or two after the date of the opening of construction bids so that there will be no bonds sold until it is known that the building can be built within the limits of the bond issue.)
4. Lease should be drawn and entered into between the trustees and student body specifying terms and securing fees adequate to cover bond service charges 1.40 to 1.50 times.

At the meeting the end of this week, it is only necessary for the trustees to take the first two steps; subsequent steps will be taken at subsequent meetings. As far as the actual signing of the fiscal contract is concerned, our relations have always been so very pleasant with your trustees that we are perfectly willing to continue our studies with a contract to be signed at their next meeting. We were given assurance in May that if the project was continued and if our contract contained satisfactory terms, that we would be employed as fiscal agents on the Student Union matter.

In closing the writer would like to make one suggestion that would be of great assistance in the financing of this project and that is to try and get a statement or statements that could be publicly used to the effect that your good institution is not going to be closed. The adverse publicity so far in connection with the Ellensburg school has hurt the borrowing ability on a revenue basis of your school. Any statement that could be obtained from the state board of education or the governor's office or the legislature that would reassure the investors that your school is a permanent operation, would greatly affect the interest rate you would receive on the revenue bonds of this project.

Respectfully submitted,

RICHARDS, MERRILL & PETERSON, INC.

By   
Beardslee Merrill



SUMMER SCHOOL 1955  
Seven Week Term  
June 13 to July 29, 1955

Resident Faculty

<u>Personnel</u>	<u>Department</u>	<u>Salary</u>
Celia B. Allen	Education	\$ 772
Louise C. Anderson	Home Economics	825
J. Austin Andrews	Music	794
Amsel Barton	Education	778
Arthur Biehl	Music	685
James E. Brooks	Geography	686
Jack E. Carter	Business Education	763
Leo W. Collins	Music	685
Hope E. Cullen	Coll. Elem. School	791
Edward L. Dales	Industrial Arts	840
William N. Deane	Sociology	700
M. Virginia Dickinson	French & English	825
Daphne A. Dodds	English & Speech (1/2)	374
William H. Drummond	Education	826
Christine Elrod	English	747
Opal Fleckenstein	Art	654
Louis V. Grafious	English & Speech	856
Clara May Graybill	Education	777
Dorine Guthrie	Mathematics	840
Garland A. Haas	Economics	749
Richard H. Hagelin	Health & Phys. Ed.	871
Robert L. Hanrahan	Art	700
Dana E. Harter	Chemistry	934
H. Kenneth Hossom	Political Science	700
Clara Kessler	English	747
Orland B. Killin	Industrial Arts	654
Raymond P. Krebsbach	English	825
Jack R. Leighton	Health & Phys. Educ.	887
Craig MacPhee	Biology	700
Kathryn H. McCulloch	Health & Phys. Ed.	685
Margaret McGrath	Education	805
Karl R. Morrison	Art	778
N. Wm. Newsom	Education	980
Frank D. Nicol	Biology	778
Lovell E. Patmore	Education	871
Jerry Perry	Coll. Elem. Sch.	597
Francis J. Schadeegg	Geography	870
Donald K. Smith	Music	638
George Stahl	Mathematics & Physics	794
Edgar I. Stewart	History	995
Genevieve Stovall	Pre-school Center	625
Raymond P. Whitfield	Education	840
Nan K. Wiley	Art	887



SS-1955

Seven Weeks Session (Cont'd)

Visiting Faculty

<u>Personnel</u>	<u>Department</u>	<u>Salary</u>
Elmer H. R. Arn	Education	\$ 850
Richard C. Carter	Driver Education	200
Milton R. Charles	Education	850
Harold W. Coman	Education	825
Eldon Engel	Student Recreation	250 (part-time)
Archie Henry	Home Economics	700
Jay N. Holliday	Education	1000
Flint M. Howell	Education	800
Robert Irving	Health & Ph. Ed.	900
Waldo Jackson	Education Jr. HS	650
George S. Maccia	Education	950
Leta Mae Nicoles	Coll. Elem. Sch.	700
J. Russell Peters	Education	850
Ella Poffenroth	Coll. Elem. Sch.	700
W. C. Sorenson	Education	825
Teresa Toffle	Education	
	(Two-weeks Workshop)	250
J. G. Woodsworth	Education	850
Walter C. Varnum	Education	950
Vacancy	Coll. Elem. Sch.	
Vacancy	Coll. Elem. Sch.	
Romaine P. Mackie	Education	
	(two-weeks workshop)	
		Expenses plus \$9.00 per day)
	-----Special-----	
B. T. Hallgrimson	Music Camp	540

Two Weeks Session

August 1-12

Resident Faculty

William N. Deane	Sociology	200
Louis V. Grafious	English & Speech	244
Robert L. Hanrahan	Art	200
H. K. Hossom	Political Science	200
Clara Kessler	English	213
Karl R. Morrison	Art	222
N. Wm. Newsom	Education	280
Lovell E. Patmore	Education	249
Francis J. Schadeegg	Geography	250
Edgar I. Stewart	History	285
Raymond P. Whitfield	Education	240



Visiting Faculty

Flint M. Howell	Education	225
Helen Olson	Language Arts	250
J. Russell Peters	Education	250



# Academic Staff for 1955-56

## Personnel

## Division

Celia B. Allen	Education
Margaret N. Allen	College Elementary School
Louise C. Anderson	Home Economics (one year extension, 1955-56)
J. Austin Andrews	Music
Marion Eugene Badgley	Physical Education
Amsel Barton	Education
Raymond F. Bell	Mathematics & Physics
Arthur Biehl	Music
Mabel P. Bright	College Elementary School
James E. Brooks	Geography
Jack E. Carter	Business Education
Ed Chissus	Coach - Athletics
Leo W. Collins	Music
Agnes Colton	English
Hope E. Cullen	College Elementary School
E. L. Dales	Industrial Arts
Aretas A. Dayton	History
Wm. N. Deane	Sociology
Wm. R. Dell	Journalism
M. Virginia Dickinson	French and English
Daphne Dodds	English & Speech
Graham Dressler	English
Wm. H. Drummond	Education
Cecil Dryden	History (one-year beyond retirement)
H. Antoinette Dustin	Health & Physical Education
Christine Elrod	English
Wendell Exline	Music
Opal Fleckenstein	Art
W. W. Force	Bus. Administration
Clark M. Frasier	Education
Ramond M. Giles	Education
Esther Gingrich	Art
Louis V. Grafious	English & Speech
Clara May Graybill	Education
Dorine Guthrie	Mathematics
Garland A. Haas	Economics (on leave for 1955-56)
Richard A. Hagelin	Health & Ph. Ed.
B. T. Hallgrimson	Music
R. L. Hanrahan	Art
F. Gwendoline Harper	Music
Dana E. Harter	Chemistry
Charlotte Hepperle	Language
Lydia Holm	Language
H. Kenneth Hossom	Political Science (one year, 1955-56)
Clara Kessler	English
Orland B. Killin	Industrial Arts



Personnel

Division

Raymond P. Krebsbach	English
R. N. Laas	English
Jack R. Leighton	Health & Physical Education
Craig MacPhee	Biology
James K. Markwell	Accounting
Kathryn H. McCulloch	Health & Physical Education
Margaret McGrath	Education
Gerald L. Mercer	Coll. Elem. School (on leave 1955-56)
Richard F. Miller	English
Alice Moe	Speech
Karl R. Morrison	Art
Zada Iona Mowrer	Health & Physical Education
Eveus Newland	Coll. Elem. School
N. Wm. Newsom	Education
Frank D. Nicol	Biology
L. E. Patmore	Education
Kate B. Philips	Home Economics
A. H. Poffenroth	Health & Physical Education
Walter L. Powers	Education
W. B. Reese	Coach-Athletics
Robert W. Reid	Coll. Elem. School
George T. Robertson	Spanish
Wm. L. Rowles	Music
Francis J. Schadegg	Geography
Jean Sharp	Music
Donald K. Smith	Music
George Stahl	Physics and Mathematics
Harold K. Stevens	Speech and Drama
Edgar I. Stewart	History
Genevieve Stoval	Pre-school Center
Camilla Surbeck	Coll. Elem. School
Wm. H. Tallyn	Chemistry (special letter)
R. Jean Taylor	English
Norman S. Thompson	Business Education
Loyd W. VandeBerg	Industrial Arts
Raymond P. Whitfield	Education
Nan K. Wiley	Art



copy

Building Service Employees' International Union  
Local 202  
West 104 Third Avenue  
Spokane 8, Washington

March 11, 1955

The Board of Trustees  
Eastern Washington  
College of Education  
Cheney, Washington

Gentlemen:

The following are proposed changes in the present working agreement at the Eastern Washington College of Education for the members of BSEIU Local 202.

1. Present working agreement to be changed to a contract.
2. Union shop or similar clause to be added.
3. Vacation clause to be changed to read, any holiday that falls in the normal vacation period of any employee shall be considered as an additional day to such vacation.
4. The starting wage to be changed as follows, and also a graduating scale to provide for periodic pay increases.

Starting wage	\$250.00 per month
After 3 mos. cont. serv.	260.00 " "
After 6 " " "	275.00 " "
After 9 " " "	290.00 " "
After 12 " " "	300.00 " "

5. Overtime so worked shall be paid as overtime and not as additional time off given in lieu thereof.
6. When a holiday falls within a work week, the holiday shall be considered as an 8 hour shift of that work week.



LETTER OF APPOINTMENT  
EWCE, Cheney, Washington

TO \_\_\_\_\_

You are hereby notified of \_\_\_\_\_  
the staff of Eastern Washington College of Education for the school year  
(\_\_\_\_\_ months) beginning \_\_\_\_\_, 195\_\_\_\_, and ending  
\_\_\_\_\_, 195\_\_\_\_, with the rank of \_\_\_\_\_.  
Your salary for this period of service is \$\_\_\_\_\_ payable in \_\_\_\_\_  
equal monthly payments beginning \_\_\_\_\_, 195\_\_\_\_.'

Your designated duties shall be \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In addition, you will be expected to assume such other duties as  
counselling a specified number of students, serving on a restricted  
number of college or divisional committees, and, when asked, per-  
forming such other duties as will enable the college to assume its full  
responsibility to students and play its proper role in helping improve  
the schools throughout this state.

Continuation on, or separation from this faculty is subject to  
the conditions as set forth in the Bylaws governing Eastern Washington  
College of Education adopted September 18, 1954.

One copy of the letter of appointment, signed by the appointee,  
shall be returned to the President's office on or before April 15, 195\_\_\_\_.

\_\_\_\_\_  
Date

\_\_\_\_\_  
President, Eastern Washington  
College of Education

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman, Board of Trustees

\_\_\_\_\_  
Appointee